r 8

Form 3

Statement in reply

*Employment Relations Act 2000*

Between

*Full name of Applicant…………………………………………………………………………………………*

*Address…………………………………………………………………………………………………………..*

*……………………………………………………………………………………………………………………..*

*Telephone number……………………………………………………………………………………………….*

*Email address* ……………………………………………………………………………………………………

 And

*Full name of Respondent*……………………………………………………………………………………….

*Address…………………………………………………………………………………………………………..*

*……………………………………………………………………………………………………………………..*

*Telephone number……………………………………………………………………………….....................*

*Email address* …………………………………………………………………………………………………….

**To** the applicant

And

**To** the Employment Relations Authority

1. The respondent’s view in relation to the problem or matter specified in the application is: [*state details fully, fairly, and clearly*].

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1. The respondent’s account of the relevant facts is: [*state details fully, fairly, and clearly*].

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1. The respondent makes the following comments and supplies the following further information: [*state details fully, fairly, and clearly*].

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

1. I attach copies of the applicable employment agreement and the following documents that I think are relevant to the problem or matter:\*

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

\*List all the documents that you wish to rely on or refer to in making this statement in reply.

**Mediation**

5 Have the parties tried to resolve this problem or matter by using mediation services provided by the Ministry of Business, Innovation, and Employment? Yes/No\*

\*Select one.

6 Have the parties tried to resolve this problem or matter by using mediation services provided by someone other than the Ministry of Business, Innovation, and Employment? Yes/No\*

\*Select one.

7 Have you, the respondent, taken any other steps of any kind to resolve the problem or matter? Yes/No\*

\*Select one.

If the answer to this question is “Yes”, specify the other steps taken: [*state details fully but concisely*].

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8 If you, the respondent, have answered “No” to both the question in paragraph 5 and the question in paragraph 6, please indicate why you have not used mediation to try to resolve the problem or matter: [*state details fully but concisely*].

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**Address for service**

9 This application is lodged by [*full name of respondent* / [*name of representative*] .……………………………………………………………………… ….. ….. on behalf of [*full name of respondent]\** ………………………………………………………………………………………………

 \*Select one.

10 The respondent’s address for service is ....................................................................................... telephone number is ……………………………… and email address for service is\* ..................................................................................................................................................

\*A full address, a telephone number, and an email address must always be supplied.

Date: ……………………………………………

Signature:……………………………………….

(respondent)